

The audit identified two obligations with a compliance rating of 1, 2 or 3 which therefore requires defined action to resolve. The audit also identified a number of opportunities for improvement. Proposed action, responsibility and due dates for completion are provided for the non-compliance and some of the opportunities for improvement in the tables below.

Mandatory Actions

Reference Item	Requirement	Audit Priority	Compliance Rating	Auditor Recommendation	Proposed Action
105	<i>Electricity Industry Act section 17(1)</i> A Licensee must pay to the Authority the prescribed licence fee within one month after the day of grant or renewal of the licence and within one month after each anniversary of that day during the term of the licence.	1	2	Further improvement to controls of payment process is required. A compliance manual has been developed but expedited payment process to ensure payment on time in future is required.	The Authority has been set up for immediate payment in 1SAP. The requirement for payment has been included in the compliance handbook. Payment in 2010 had already slipped at the time of the last audit. The situation could not be recovered. Payments in 2011, 2012 and 2013 have all been compliant. No further action is considered necessary. Responsible: Senior Engineer (Energy) Target Date: Closed
127*	<i>Distribution Licence condition 29.1</i> A distributor must create and maintain a Priority Restoration Register.	2	2	Prepare and maintain a Priority Restoration Register.	NiW understands a Priority Restoration Register was required on the grounds of safety and health. No customers have identified a concern or requested priority on this basis. NiW has addressed the topic of restoration priority in individual contracts and considers this meets the requirements of the licence condition. Recognising that an improvement can be made, NiW has prepared a draft restoration procedure for distribution to site personnel for consistency in approach following an unplanned outage. Responsible: Senior Engineer (Energy) Target Date: Complete/Closed

* indicates a 2013 Electricity Compliance Manual number

Non Mandatory Actions – target commitments

Reference Item	Requirement	Audit Priority	Compliance Rating	Auditor Recommendation	Proposed Action
332	<p><i>Electricity Industry Metering Code clause 3.1</i></p> <p>A network operator must ensure that its meters meet the requirements specified in the applicable metrology procedure and also comply with any applicable specifications or guidelines (including any transitional arrangements) specified by the National Measurement Institute under the National Measurement Act.</p>	1	4	<p>In the event of a new customer requiring access a metrology procedure should be prepared. Investigate if extracts of the PPAs will meet the requirements of a Metrology procedure and if so submit to the Authority for approval.</p> <p>(Non mandatory recommendation Audit Guidelines 11.9)</p>	<p>NiW does not require regular installation of new metering systems. Metering systems are likely to be for large loads requiring more detailed engineering design than could be provided for under a standard metrology procedure and would be negotiated in detail with the customer at the time.</p> <p>Responsible: Senior Engineer (Energy) Target Date: Closed</p>
334	<p><i>Electricity Industry Metering Code 3.3(1)</i></p> <p>An interval meter must at least have an interface to allow the interval energy data to be downloaded in the manner prescribed using an interface compatible with the requirements specified in the applicable metrology procedure.</p>	1	5	<p>In the event of a new customer requiring access a metrology procedure should be prepared. Investigate if extracts of the PPAs will meet the requirements of a Metrology procedure and if so submit to the Authority for approval.</p> <p>(Non mandatory recommendation Audit Guidelines 11.9).</p>	<p>NiW does not require regular installation of new metering systems. Metering systems are likely to be for large loads requiring more detailed engineering design than could be provided for under a standard metrology procedure and would be negotiated in detail with the customer at the time.</p> <p>Responsible: Senior Engineer (Energy) Target Date: Closed</p>
337	<p><i>Electricity Industry Metering Code clause 3.5(3)</i></p> <p>A network operator must, for each metering installation on its network, on and from the time of its connection to the network, provide, install, operate and maintain the metering installation in the manner prescribed (unless otherwise agreed).</p>	1	4	<p>Action Completed for calibration but long term clock rates should be checked (even if clocks are not generally used for tariff purposes and SCADA is the primary clock for collection basis) .</p> <p>(Non mandatory recommendation Audit Guidelines 11.9)</p>	<p>Scope of works for meter testing shall be enhanced to include long term clock rates. Long term clock rates will be checked during next calibration checks.</p> <p>Responsible: Senior Engineer (Energy) Target Date: June 2014</p>
338	<p><i>Electricity Industry Metering Code clause 3.5(4)</i></p> <p>A network operator must ensure that, except for a Type 7 metering installation, the metering point for a revenue metering installation is located as close as practicable to the connection point in accordance with good electricity industry practice.</p>	1	4	<p>Opportunity for improvement: Consider moving the meter installation closer to the connection point (5 meter points – Victor, Otter, Coronet, Argo and Agnew feeders) if a suitable opportunity arises.</p> <p>(Non mandatory recommendation Audit Guidelines 11.9)</p>	<p>No upgrades or re-arrangement of points of supply are envisaged which would facilitate moving metering points closer to the point of supply. Customers are aware of and are in agreement with the current metering arrangements.</p> <p>All metering installations predate the code.</p> <p>Responsible: Senior Engineer (Energy) Target Date: Closed</p>

Reference Item	Requirement	Audit Priority	Compliance Rating	Auditor Recommendation	Proposed Action
343	<i>Electricity Industry Metering Code 3.9(3)</i> Each metering installation must meet at least the requirements for that type of metering installation specified in Table 3 in Appendix 1 of the Code..	1	4	Action Completed for calibration but long term clock rates should be checked (even if clocks are not generally used for tariff purposes and SCADA is the primary clock for collection basis) (Non mandatory recommendation – Audit guidelines 11.9)	Scope of works for meter testing shall be enhanced to include long term clock rates. Long term clock rates will be checked during next calibration checks. Responsible: Senior Engineer (Energy) Target Date: June 2014
346	<i>Electricity Industry Metering Code 3.10</i> A network operator must ensure that any programmable settings within any of its metering installations, data loggers or peripheral devices, that may affect the resolution of displayed or stored data, meet the relevant requirements specified in the applicable metrology procedure and comply with any applicable specifications or guidelines specified by the National Measurement Institute under the National Measurement Act.	1	4	A general metrology procedure should be developed before any new customers are supplied. Investigate if extracts of the PPAs will meet the requirements of a Metrology procedure and if so submit to the Authority for approval. (Non mandatory recommendation Audit Guidelines 11.9)	NiW does not require regular installation of new metering systems. Metering systems are likely to be for large loads requiring more detailed engineering design than could be provided for under a standard metrology procedure and would be negotiated in detail with the customer at the time. Responsible: Senior Engineer (Energy) Target Date: Closed
361*	Electricity Industry Metering Code clause 3.11A(1) A network operator must ensure that the meters on its network are systematically sampled and tested for accuracy in accordance with AS 1284.13.	4	3	Test meters at light load and maximum load when meters are next tested.	A scope of works shall be developed to include testing at light load and near full load for future meter testing Testing shall be scheduled in 1SAP maintenance and the scope of works attached. Testing shall be carried out within the next year per the schedule. Responsible: Senior Engineer (Energy) Target Date: June 2014
350	<i>Electricity Industry Metering Code 3.12(1)</i> A network operator must ensure that each metering installation complies with, at least, the prescribed design requirements.	1	4	Further opportunity for improvement is to complete improvement of technical content of drawings. Drawings should preferably be “As built” (Non mandatory recommendation –Audit Guidelines 11.9)	The business recognises that drawings may have errors or scope for improvement in the technical information. Currently there is no plan to carry out a major exercise to “As Build” drawings Drawings often include a note to the effect “Please advise drawing office of all errors, omissions and changes”. Drawings will be corrected incrementally as identified and required. Responsible: Senior Engineer (Energy) Target Date: Closed

Reference Item	Requirement	Audit Priority	Compliance Rating	Auditor Recommendation	Proposed Action
351	<p><i>Electricity Industry Metering Code clause 3.12(2)</i></p> <p>A network operator must ensure that instrument transformers in its metering installations comply with the relevant requirements of any applicable specifications or guidelines (including any transitional arrangements) specified by the National Measurement Institute under the National Measurement Act and any requirements specified in the applicable metrology procedure.</p>	1	4	<p>Further opportunity for improvement is to complete improvement of technical content of drawings. Drawings should preferably be "As built"</p> <p>(Non mandatory recommendation –Audit Guidelines 11.9)</p>	<p>The business recognises that drawings may have errors or scope for improvement in the technical information. Currently there is no plan to carry out a major exercise to "As Build" drawings</p> <p>Drawings often include a note to the effect "Please advise drawing office of all errors, omissions and changes". Drawings will be incrementally as identified and required.</p> <p>Responsible: Senior Engineer (Energy) Target Date: Closed</p>
352	<p><i>Electricity Industry Metering Code 3.12(3)</i></p> <p>A network operator must provide isolation facilities, to the standard of good electricity industry practice, to facilitate testing and calibration of the metering installation</p>	1	4	<p>Complete installation of isolation facilities. This is applicable, but not limited, to the following feeders:- Mariners, Miitel, Widgie and Wannaway</p>	<p>Completion of installation of isolation links.</p> <p>Responsible: Electrical supervisor NKC Target Date: June 2014</p>
353	<p><i>Electricity Industry Metering Code 3.12(4)</i></p> <p>A network operator must maintain drawings and supporting information, to the standard of good electricity industry practice, detailing the metering installation for maintenance and auditing purposes.</p>	1	4	<p>Further opportunity for improvement is to complete improvement of technical content of drawings. Drawings should preferably be "As built".</p> <p>(Non mandatory recommendation Audit Guidelines 11.9)</p>	<p>The business recognises that drawings may have errors or scope for improvement in the technical information. Currently there is no plan to carry out a major exercise to "As Build" drawings</p> <p>Drawings often include a note to the effect "Please advise drawing office of all errors, omissions and changes". Drawings will be corrected incrementally as identified and required.</p> <p>Responsible: Senior Engineer (Energy) Target Date: Closed</p>
459	<p><i>Electricity Industry (Network Quality and Reliability of Supply) Code 2005 clause 5(1)</i></p> <p>A distributor or transmitter must, as far as reasonably practicable, ensure that electricity supply to a customer's electrical installations complies with prescribed standards.</p>	1	5	<p>Non mandatory action is to implement scheduling of surveys in 1SAP planning system.</p>	<p>Power quality inspections to be scheduled in 1SAP on an annual basis</p> <p>Responsible: Senior Engineer (Energy) Target Date: December 2013</p>

* indicates a 2013 Electricity Compliance Manual number

End of Report